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14 March 1984

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FROM:

Executive Assistant to the DDCI

SUBJECT:

Support for Upcoming DDCI Trip, 22 April - 10 May 1984

1. As you know, the DDCI will be traveling during 22 April - 10 May to a number of European cities. His current itinerary is attached. We have asked the DDO to provide us briefing books for this trip by COB 13 April. We would appreciate your providing DDI contributions to these books to ______, who will be the DDO focal point for this effort. He should keep you posted as the schedule firms up so that you can tailor your contributions appropriately.

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- 2. Please include the following:
 - -- Recent publications and/or summaries of major issues that he should be aware of on any of these areas.
 - -- Any gaps/issues/concerns you would like him to raise.
 - -- Bios on the key leaders in each country and on anyone the DDCI may be meeting during his trip.
 - -- Suggested talking points for any of the meetings the DDCI will be holding.

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cc: Executive Director

13 Mar 84)

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